

LR49-AR00-308 PURCHASES MADE WITH FEDERAL GRANT FUNDS

The Court may, from time to time, receive federal funds through grant programs or other initiatives. Pursuant to federal regulations (including the Office of Management and Budget's Circular A-102, United States Department of Justice Common Rule 28CFR 66.36 and any other agency common rules associated with procurement) on sub-awards and procurement that restrict certain activities with entities that have been debarred or suspended from federal funding, the Court adopts the following rule.

- A. Purchases using Federal Funds. Purchase orders through City Purchasing shall be required for all grant funded purchases. These purchases would include without limitation equipment and supplies.
- B. Contractual Agreements. Services purchased from any entity with federal grant dollars shall require a contract executed by the Executive Committee. All such contracts shall then be forwarded to the City Purchasing Department, and purchase orders would then be issued for services to be performed under the terms of the contract.
- C. Other Expenditure of Federal Funds. Any expenditure of federal funds other than salaries shall be subject to the procedures and requirements of the City Purchasing Department.
- D. With the exception of federal fund expenditures provided for in this rule, other expenditures and purchasing procedures followed by the court are not subject to the procedures and requirements of the City Purchasing Department, except as otherwise required by statute.